

Technology Advisory Committee

Meeting Minutes

October 9, 2008

The Technology Advisory Committee met on October 9, 2008 in City Hall, Council Chambers.

I. Call to Order

The meeting was called to order at 10:15 a.m.

II. Roll Call

☒ Chris Price – Chair

☒ Mark Farr

☒ Oakel Hardy

☒ Mike Jamerson

☒ Mark McHolland

☒ Georgia Miller

☐ Steve Baker

☒ Jim Hartsook

Invited Guests:

Other Attendees:

Stan Gamso, Counsel; Brent Engle, InfoComm; Tony Walton, Dave Broudin and Andy Brelage, Smithville; Caleb Tennis, Data Cave. Tom Heller – member of the public.

III. Open Issues

a) Smithville Update:

Tony Walton of Smithville introduced Andy Brelage who presented the City its monthly check. Andy will be the local representative for Smithville in Columbus. Tony reported that the Columbus office is not yet open.

In other matters, Smithville has completed its TLS connection to Reams Asset Management; however, the fiber has not yet been spliced. Tony reported that the issue at this point is the acquisition of fiber. He reported that a number of weeks ago the lead time on fiber was running approximately six weeks. Recently China has been placing greater and greater demands for fiber-optic material, and at present, the lead time for delivery of fiber is now 12 weeks. Tony reported that it is Smithville's intention to have Reams connected this month, and they are hopeful that they will meet a deadline.

Dave Broudin was introduced by Tony. Dave is Smithville's Director of NOC, (Network Operations Center) and he presented a metrics report which was requested at the last meeting. The information presented covers a period of one year.

Dave reported that they had three significant issues, all of which have been resolved, but he took the time to go through those with the Committee. The first significant issue they had was bad hardware through some network interface connections. They had difficulty tracing down the problem, but ultimately replaced the hardware and added new software monitoring products. The second issue they had was that their redundancy software was not functioning properly. The third major significant problem they had was a software problem that led them to upgrade certain items of software.

Smithville also reported that their uptime is 99.97% which is less than their goal of 99.999%. He did report that since July of 2008 they have achieved that goal and there are no outstanding issues.

The only question Dave had for the Committee was the frequency that the Committee would like to see the report. After general discussion, the Committee reported they would like to see these reports on a quarterly basis. Dave indicated that would not be a problem.

b) Governance update

Chris reported nothing new on the governance issue. Oakel reported that the employee's salary for this position is in the forthcoming budget that is due to be presented to the full Council on November 5th at 6 p.m. Oakel also noted that it appears our chairman has a good rapport with City Council, and he recommended that Chris appear before the Council to present the budget and further review the request for funding for the CITE director.

c) Review of Technology Boulevard RFP draft

As a follow-up to the last meeting, Brent reported that he has made the changes to the RFP draft as directed at the previous meeting. He still had an open issue with respect to the routes.

Chris stated that at the prior meeting the Committee had given him authority to decide the issue of the routes and to make appropriate changes in the RFP draft. However, it has now come to Chris' attention that certain problems exist, and as a result, he did not feel it was appropriate to unilaterally make a decision without bringing it back before the full Committee.

The issue that Chris has discovered is that it has always been the intention of the City to utilize the easements that have been negotiated for the City Utilities and the new installation of new water and sewage pressure and discharge lines. From conversations that Chris had with Keith Reeves of City Utilities, there were significant difficulties

negotiating with certain of the landowners. Keith is of the opinion, although he reports that he does need some legal guidance on the issue, that for the City to install a conduit in the same ditch that City Utilities is planning on using, there would need to be renewed discussions with the landowners to determine any objection on the landowners' part and/or whether new easements would need to be created. Chris said that that is not a good option today due to the timing and the need to provide fiber services to the Data Cave on Technology Blvd as soon as practical.

Chris further stated that initially he and others were led to believe that the City could utilize the easement as negotiated by City Utilities.

Chris also suggested that it might be possible to select an alternate route, or at the same time, install conduit only to the area that the City presently needs recognizing that further discussions would need to be held to determine whether the City could go further in installation of a conduit and fiber system, essentially giving rise to the selection of the of an option that would require a leap of faith. It was generally agreed this would not be good stewardship.

Chris also indicated that City Utilities has an easement not for a conduit but rather for their necessary control systems only.

Oakel suggested that the Mayor should be advised immediately of this issue and see if he has any ideas and/or is willing to help and/or intercede.

The options that the chairman suggested to the Committee were as follows:

1. Work with Smithville and the County to install fiber to the farthest most point that the City can install fiber by way of joint agreement between the City and the County. Then have Smithville and/or the private user install the appropriate spur to leave the City conduit and make final connections to the end-user's facility.
2. The leap of faith concept. Make an installation as far as possible utilizing City or County easements and then truncate the installation. Then consider expanding the system as easements and negotiations will allow in the future.
3. Make installation in the general direction of the City Garage and go as far as the present funding will allow, and then ask Smithville to take over the final leg of the installation.

The Committee discussed the above points and various options suggested by the chairman. There was also a question to what extent, if any, present utility easements would allow for use of City owned and/or operated conduit. The chairman directed Stan Gamso to have a conversation with Keith Reeves and to examine the present easements to see if expansion would be possible.

Concluding lengthy discussion it was decided that the following are the steps that

the Committee is recommending:

1. Counsel shall examine and investigate the easements in conjunction with the director of City Utilities and their attorney.
2. Oakel and Jim will work together to see if there is a possibility for a City/County cooperative and/or collaborative effort.
3. Brent Engel is hereby directed to cease all work on the draft of the RFP until the Committee gives him further direction. It was the consensus of the Committee that there is presently no resolution to the issue of extending the conduit system through the City Utilities' easements.

IV. Review of September Meeting Minutes.

The September meeting minutes were presented to the Committee for examination. It was Mark Farr's recollection that Jeff Jordan from AT&T did not attend the previous meeting and the entry should be stricken from the record. With that correction, Oakel moved and Mike Jamerson seconded the motion to approve the minutes. Upon unanimous voice vote, the minutes from the prior meeting were approved.

V. New business

a) & b) Counsel's claims and invoices from InfoComm were presented for review and consideration. Following review, Mike Jamerson moved and Georgia seconded to approve counsel's claims for July and September and InfoComms' invoices for Projects 16, 17 and 18. Upon voice vote, counsel's claims and InfoComms' invoices were approved for payment.

c) Other business

1. Oakel had a handout that he presented which was a memorandum under contract number 9700230. The purpose of this was to discuss the changes that Smithville will be required to make at the intersection of U.S. 31 and Central Avenue. This intersection is scheduled for rebuilding, and because this is a State highway, the State of Indiana has certain requirements that will be imposed upon Smithville to move and/or relocate certain of its fiber lines. Oakel reported that this is merely informational for the Committee at this time.

There was discussion whether there would be interruption of service, and Tony Walton reported that this is not an uncommon problem that Smithville faces, and generally they will make the installation of a new or secondary fiber line and/or conduit. Once this is installed, there will be a cut over from the old line to the new line all designed to minimize the interruption of service to the customer. Furthermore, Tony reported that the relocation of this line will be done at Smithville's expense.

2. Brent reported that he was asked at the last meeting to determine usage and/or ownership of the fiber optic lines that had been installed at Tipton Lakes. Brent indicated that he spoke with a former AT&T employee who said that the installation of the fiber was a joint effort between Cardinal Communications, the cable operator, and AT&T's predecessor, Indiana Bell. Brent has a call in to a present AT&T employee with the hope of more fully clarifying usage and/or ownership of the fiber.

3. Oakel reported that the City had a contract with Light Bound to provide fiber locating services, and there has been an increase in their monthly fee. Oakel's inquiry was whether the full Committee should be examining the invoices received from Light Bound. He asked counsel to examine the contract to determine whether that is something the Committee should consider on a monthly basis. The chairman so directed counsel to make this inquiry.

VI. Call for Public comments

There were none.

VII. Adjournment

There being no further business meeting was adjourned at 11:20 a.m.

Submitted by:

Stanley A. Gamso